

PLACER COUNTY CIVIL SERVICE COMMISSION MEETING
November 10, 1997

OPEN SESSION

I. ROLL CALL: Meeting was held in the Board of Supervisors Chambers, 175 Fulweiler Avenue, Auburn, CA with all Commissioner's present. Chairman LeDoux presiding.

CLOSED SESSION

OPEN SESSION - 6:30 P.M.

I. CLOSED SESSION REPORT: Chairman LeDoux announced that the Commission had met in closed session to discuss personnel matters pursuant to authority granted by Govt. Code Section 54957. It was moved by Stockwin and seconded by Webber that the merit increases be approved as recommended by the departments. One was denied and is to be resubmitted in 90 days. One was changed from Satisfactory to Very Satisfactory. Motion carried unanimously.

II. MINUTES OF PREVIOUS MEETING: Moved by Costigan and seconded by Stockwin, that the minutes of October 20, 1997, be approved. Motion carried unanimously.

III. PUBLIC COMMENT - None

IV: OLD BUSINESS

- A. Findings - The Findings were released from the Disciplinary Appeal Hearing which was held on November 4, 1997.
- B. Classification Specifications Revisions /
Reclassification Request
 - 1. Probation
 - a. Reorganization of Probation Officer/Specialist classifications.

After receiving input from all present it was moved by Costigan and seconded by Besana to continue any decision on this item for 60 days to allow for further study with direction to staff to provide a side by side comparison showing the plus and minus of this proposed change, showing any community repercussions and the level of animosity between the two classes. All of the information collected for the Commission is to be distributed to all employees involved. Motion carried unanimously.

V. NEW BUSINESS:

- A. Reclassification Request
 - 1. County Clerk/Recorder/Reg. of Voters
It was moved by Stockwin and seconded by Besana to approve the reclassification of one Administrative Clerk - Journey, range 32.0 to Administrative Secretary, range 36.5. Motion carried unanimously.
- B. Request To Abolish Eligible List
 - 1. County Counsel
It was moved by Webber and seconded by Stockwin to approve the abolishment of the eligible list for Legal Secretary - Journey. Motion carried unanimously.
- C. Extension of Probationary Period
 - 1. Health & Human Services
It was moved by Besana and seconded by Costigan to approve the 90 day extension of probationary period. Motion carried unanimously.
- D. Work Out Of Class Extensions
It was moved by Costigan and seconded by Stockwin to approve the Work Out Of Class extensions as presented in the staff memo. Motion carried unanimously.

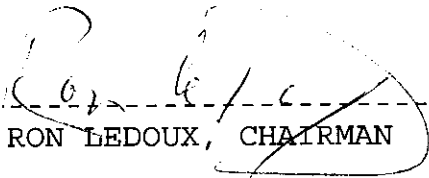
VI. LEAVES OF ABSENCE - As an information item only, the Commission was advised of the Leaves approved by the Personnel Director.

VII. COMMUNICATIONS

- A. Provisional Appointments - Two
- B. Staff Reports and Correspondence - Director Gray informed the Commission that former Commissioner Young has invited the Commission and staff to a Christmas party at her house after the meeting on 12/8/97.

VIII. ADJOURNMENT - There being nothing further to come before the Commission, the meeting was adjourned. The next regular meeting will be held at 6:30 PM, on **Monday**, December 8, 1997, in the Board of Supervisors Chambers, 175 Fulweiler Avenue, Auburn, CA.

PLACER COUNTY CIVIL SERVICE COMMISSION


RON LEDOUX, CHAIRMAN


CAROL BRAUN, EXECUTIVE SECRETARY